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OL/FMG WEEKLY REPORT

PERIOD ENDING 23 NOVEMBER 1988

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

25X1 *yes* Casting of the dedication plaque for the CIA Day care Center is complete and the piece will be shipped from International Bronze Foundry in New York on 23 November. The date of the dedication ceremony remains undetermined. [redacted]

2. Major Events that Have Occurred During the Preceding Week:

25X1 a. Status of South Side Chilled Water Lines: On 14 November, FMG obtained funding for this project. Award of the design contract (\$78K) to Bechtel has been delayed due to information supplied by Bechtel regarding FOCI. Security Staff, OL, is reviewing this situation. [redacted]

b. Parking and Traffic Management:

25X1 *yes* (1) The reallocation of parking spaces for the North and South lots on the Headquarters Compound is underway. Permits have been received and the Employee Bulletin, notifying employees of the changes and dates, is in the process of being published. The new permits will become effective 19 December. [redacted]

25X1 *Report with
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concluded* (2) In early December, the Parking Branch will conduct a gate traffic count for the Headquarters compound. This is in response to the Virginia Department of Transportation (VDOT) and Agency agreement to limit gate traffic to the Agency compound. Current and previous figures will be compared to assure the limits are being maintained. [redacted]

25X1 c. Backfill Project: On 16 November, the Contracts Branch opened bids for renovations to the 7G00 area in the Original Headquarters Building (OHB) in support of the Headquarters Backfill Program. The lowest priced, responsive and responsible bidder was Hitt Contracting, Incorporated, who submitted a bid in the amount of \$299,900. The contract will be awarded on 22 November. Hitt is also the contractor for the 4G corridor renovation. [redacted]

SECRET

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*Print and
compare*d. New Headquarters Building:

(1) Security Trash Chutes: Both North and South Tower trash chutes have been tested successfully by the General Services Administration (GSA). They will be placed into service once accepted and approved by the Offices of Security and Logistics. [redacted]

(2) On 18 and 19 November, 55 people from the Office of Information Technology (OIT) were moved from OHB into the second floor, South Tower. The move went extremely well and OIT is pleased with their new space. A post move walk-through held on 21 November revealed no significant deficiencies. [redacted]

(3) Constructions documents for the renovation of the Office of Personnel space have been completed and issued for bid. Bid opening is scheduled for 23 December. Work includes the renovation of approximately 55,000 square feet of space located on the ground, third, fourth, and fifth floors of the South Tower. [redacted]

e. Jogging Track Project: On 15 November, FMG representatives met with the Fairfax Park Authority to review the construction drawings. Dewberry and Davis, the construction contractor, has provided two alternatives for management review and consideration. These alternatives will be presented to FMG management the week of 21 November. [redacted]

f. Child Day Care Center (CDCC) Project: The construction contractor began to pour concrete the week of 14 November. A kick-off meeting was held with the contractor, the architect-engineer, the contracting officer, security, and Design & Engineering Branch. As a result of the meeting, communication procedures were established to assure that all parties involved will work as an efficient team. [redacted]

g. The scheduled 8-hour power outage for the NHB Computer Centers on 19 November was not only completed on schedule, but considerably more work was accomplished than originally anticipated. In addition to the multiple switchgear, transfer switch, and feeder modifications, five more Power Distribution Modules (PDMs) were installed than the nine OIT had initially requested. Since the entire mechanical and electrical utility systems supporting the computer center were out of service, extensive Preventive Maintenance (PM) was performed for these systems. The PM which will significantly improve the overall computer system reliability. During the outage there were approximately 60 FMG, Ogden Allied, and contractor personnel

SECRET

SECRET

25X1 working in 30 different locations to accomplish the required work. The planning and supervision of the outage was accomplished by Design and Engineering Branch personnel. [redacted]

Report when determination is made
25X1 h. PCB Leak at Hammermill: At FMG's request, the Safety Division, Office of Medical Services (SD/OMS), has contacted the Environmental Protection Agency (EPA) to determine if sufficient soil has been removed and if the remaining contamination can be encapsulated, and EPA has provided some guidance to SD/OMS. On 15 November, a representative of SD/OMS met with the Allied Project Officer and additional data was provided to SD/OMS regarding the soil previously hauled away. SD/OMS will keep FMG informed on the status of this project. [redacted]

Report when determination is made
25X1 i. DCI Tunnel: On 17 November Universal Craftsman began construction of the new guard house. [redacted]

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25X1 m. Renovation Activities at the E-Street Complex: Renovation activities continued at the E-Street Complex this period with 98 percent of the East Building painting completed and

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SECRET

painting activities commencing on the third floor of the South Building. Demolition and construction within Central Building continues and is expected to terminate on 9 December at which time, interior painting is scheduled to begin. Targeted completion dates of all structures remain as previously anticipated (South and East Buildings, 15 December and Central Building, 31 December). GSA Asbestos Removal Contractors are scheduled to commence asbestos abatement/removal within South and Central Buildings on 28 November. It is anticipated that this activity will require 8-10 days for completion. [REDACTED].

p. The Mail and Courier Branch, Services Division, FMG/OL, implemented initial testing of new bar code scanners. These scanners print out a receipt, which can be used in lieu of the copy of the courier receipt, and will ultimately permit more timely access to information pertaining to the movement and tracking of courier receipted material. [REDACTED]

q. On Wednesday evening, 16 November, M&CB couriers assisted in the retrieval and identification of several bags of CIA unclassified trash that had been accidentally scattered along a quarter mile stretch of Interstate 66. [REDACTED]

3. Upcoming Events:

None

4. Management Activities and Concerns:

a. Personnel: [REDACTED]
reassigned from M&CB. [REDACTED]

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b. Escort Problems: Allied custodial continues to find it increasingly difficult to perform their assigned duties due to lack of escorts. The lack of escorts is affecting their ability to clean our buildings. Following are recent statistics:

Date	Requirement	Received	Shortage
11/14	48	33	15
11/07	45	24	21
11/08	51	26	25

Chief
Facilities Management Group

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